

**CROOK COUNTY COURT MINUTES
OF SEPTEMBER 6, 2023, REGULAR MEETING
Open Portion**

Be It Remembered that the Crook County Court met in a Regular Court meeting on September 6, 2023, at 9:00 a.m. in the County meeting room located at 320 NE Court Street, Prineville, Oregon 97754.

Court Members Present: Judge Seth Crawford and Commissioner Jerry Brummer

Absentees: Commissioner Brian Barney

Others Present in Person or Via Zoom: Legal Counsels Eric Blaine and John Eisler; Administrative Executive Assistant Sarah Puerner; Fairgrounds Manager Casey Daly; Office Assistant Haley Crow; Public Works Director Jeff Hurd; Airport Manager Kelly Coffelt; Assessor Jon Soliz; Finance Director Christina Haron; Clerk Cheryl Seely; Contract County Administrator Andy Parks; Mike Warren; Monty Kurtz; Sheryl Rhoden; Barbara Punch; Kim Molnar and members of the public.

REGULAR SESSION

The meeting was **called to order at 9:00 a.m.**

Public Comment: None

Consent Agenda:

1. Approve Minutes
2. Order 2023-43 In the Matter of Appointment to Housing Works
3. Approve amendment no. 1 to subgrant agreement with City of Prineville, for ARPA grant agreement PO-73000-00006939 (Combs Flat Road)
4. Approval of a public engagement process for a potential change of governance structure

MOTION to approve the Consent Agenda as written. Motion seconded. No discussion. Motion carried 2-0.

Discussion item #5: Request for waive or reduction in 20% of the gross alcohol sales and of all deposits required for the rental of Carey Foster Hall:

Requester: Sheryl Rhoden, Kiwanis Board Member

Details: Sheryl Rhoden represented Kiwanis at the Regular Session, requesting that the County Court eliminate or reduce the 20% gross alcohol sales fee and waive all deposit requirements for renting Carey Foster Hall. She emphasized that Kiwanis has used the facility for the past three years without any alcohol-related issues and has consistently returned it in the same condition as when it was rented. The County Court recommended that Sheryl present this item at the next Fair Board meeting for initial consideration.

Discussion item #6: Update on Chamber Business/Future Plans/Restructure:

Requester: Kim Molnar, Prineville Chamber of Commerce

Details: Kim Molnar attended the Regular Session to provide the County Court an update on behalf of the Chamber of Commerce regarding what they are currently working on, new events, successes from the past year and how they are restructuring internally.

Discussion item #7: Request to approve Fairgrounds lease assignment, Crooked River Model Railroad Club (formerly Ochoco Valley Model Railroad Club):

Requester: Eric Blaine

Details: Legal Counsel Eric Blaine presented a lease assignment to the County Court on behalf of the local model railroad club, which is transitioning to a new legal entity. The county has provided space at the Fairgrounds for the model railroad club for many years, with the current lease agreement dating back to 2017. In 2019, the County approved a transfer of the lease from the original legal entity, Ochoco Valley Model Railroad, LLC, to Crooked River Model Railroad Club, LLC. The latest proposal seeks to transfer the lease to another new entity, Crooked River Model Railroad, LLC. The club is transitioning to a 501(c)(4) status, aiming to save approximately \$400.00 annually in tax preparation costs.

MOTION to approve the Fairgrounds lease assignment for the Crooked River Model Railroad Club. Motion seconded. No discussion. Motion carried 2-0.

Discussion item #8: Review and adopt County letter response to FS Mill Creek Dry Forest Restoration:

Requester: Tim Deboodt, Natural Resources Policy Coordinator

Details: Natural Resources Policy Coordinator Tim Deboodt attended the Regular Session to present a draft letter responding to the Forest Service's Mill Creek Dry Forest Restoration proposal. The Forest Service plans to implement both commercial and non-commercial harvesting, along with prescribed burning, in the Mill Creek watershed.

MOTION to adopt the county letter in response to FS Mill Creek Dry Forest Restoration and to sign out of Court. Motion seconded. No discussion. Motion carried 2-0.

Discussion item #9: FAA Grant Agreement for Runway 15/33:

Requester: Kelly Coffelt

Details: Airport Manager Kelly Coffelt attended the Regular Session to seek acceptance and approval of an FAA grant agreement for Runway 15/33. As part of the FAA's Airport Improvement Program, the county is eligible for grants aimed at enhancing the airport, subject to specific grant requirements. The county submitted a Project Application for this grant in August. The grant, totaling \$450,000, is intended to fund the engineering and design contract for the runway with Precision Approach Engineering. The Oregon Department of Aviation (ODA) will cover 9% of the total cost, with the county covering the remaining 1%.

MOTION to approve the FAA grant agreement for Runway 15/33. Motion seconded. No discussion. Motion carried 2-0.

Discussion item #10: Approve Runway Engineering and Design contract with Precision Approach:

Requester: Kelly Coffelt

Details: Airport Manager Kelly Coffelt attended the Regular Session to request approval for the Runway Engineering and Design contract with Precision Approach. This contract is part of an FAA-funded runway reconstruction project. The approval sought covers design, engineering, and the bidding process for the construction project scheduled for summer/fall 2024. The contract with Precision Approach amounts to \$497,750, with funding comprising 90% from an FAA grant and 9% from a State CORE grant. The County airport fund is responsible for the remaining net match of approximately \$5,000.

MOTION to approve the runway engineering and design contract with Precision Approach. Motion seconded. No discussion. Motion carried 2-0.

Administrator Report:

Andy Parks noted that there will be a location change from St. Charles to the Bowman Museum for an upcoming public meeting regarding governance issues. The County has received multiple press inquiries and will move forward with obtaining a specific facilitator for each of the upcoming public meetings.

Court Member Updates: None

At 9:23 a.m. the Court convened into Executive Session under the following statute(s): ORS 192.660(2)(f) To consider information or records that are exempt from disclosure by law, including written advice from your attorney; ORS 192.660(2)(e) For the purpose of conducting deliberations with persons designated by the governing body to negotiate real property transactions.

EXECUTIVE SESSION

At the conclusion of the Executive Session, the County Court convened back into Open Session, inviting members of the public into the meeting room.

MOTION to approve the sale agreement as discussed in the Executive Session. Motion seconded. No discussion. Motion carried 2-0.

MOTION to direct staff to correspond with counter party as discussed in the Executive Session. Motion seconded. No discussion. Motion carried 2-0.

There being no further business before the Court, the meeting was **adjourned at 10:01 a.m.**

Respectfully submitted,

Sarah Puerner